

## CITY COUNCIL MEETING

NO. 2007-12

MAY 7, 2007

The Mayor and City Council of the City of Chadron, Nebraska met in regular session in the City Hall Council Chambers at 234 Main Street on the 7<sup>th</sup> day of May, 2007, at 5:00 o'clock P.M. The following individuals were present: Mayor Donny Grantham, Vice Mayor John Gamby, Councilmembers Mark Douglas, John Chizek and Rob Harvey, City Manager Sandra Powell, City Clerk Donna Rust, Interim Chief of Police Margaret Keiper, Zoning/Building Official Janet Johnson, and Finance Officer Melany Hughes. Absent: Public Works Director Milo Rust and Interim City Attorney Megan Failla.

Notice of the meeting was given in advance thereof by publishing notice in The Chadron Record as shown by the affidavit of publication filed in the City Clerk's office. Notice of the meeting was simultaneously given to the Mayor and all members of the City Council and a copy of their acknowledgment of receipt of notice and the agenda is attached to the minutes and is filed in the City Clerk's office. Availability of the agenda was communicated in the advance notice and in the notice of the Mayor and City Council of this meeting. All proceedings hereafter shown were taken while the convened meeting was open to the attendance of the public.

Mayor Grantham called the meeting to order and declared a quorum present. The Mayor also read the following before continuing with the meeting: "As required by Section 84-1412, subsection of the Nebraska Statutes, notice is hereby given that a copy of the Open Meetings Act is posted for your examination on the wall inside the door to these City Council Chambers."

Councilmember Harvey moved to approve the agenda as written and distributed. Seconded by Councilmember Douglas. The following Councilmembers voted Aye: Harvey, Grantham, Gamby, Douglas, Chizek. The following voted Nay: None. Motion carried.

Councilmember Douglas moved to approve the Consent Agenda, which included the following items:

- 1) Minutes for City Council Meeting No. 2007-11, April 16, 2007

The Minutes were approved as written and distributed.

- 2) Correspondence

The Council received a copy of a press release addressed to the Mayor and City Council. The release is to advise of a Heroes Tribute community-wide event at the National Guard Armory, at 485 East 12<sup>th</sup> Street, on Saturday, May 19, 2007 at 2:00 P.M. American Heroes Tribute is a non-profit, non-political organization dedicated to honoring and remembering the servicemen who have given their lives in Afghanistan and Iraq. The Council also received a thank you note from Toby and Barb Miller,

thanking the City employees for their hard work and dedication in keeping Chadron running smoothly. A second thank you note was received from Carolyn Brennan on behalf of the Quilt Festival Committee, stating their appreciation for the City's assistance with the event.

### 3) Claims

NOTE:

\* Denotes Check Issued  
 O-Ordinance, C-Contract, S-Statute  
 R-Resolution, F-Federal Law, M-Motion  
 N/A-No Authority, D-Discount

Alltel	Cell Phone Service	170.30	*
Alltel	Cell Phone Service	215.12	
American Heartland USA	Training Program	225.00	
Arrow Building Center	Supplies	824.83	
Assurant Employee Benefits	05/07 Fire Insurance	121.01	
Ateva Sales	Water Processor	1,533.00	*
Avaya	05/07 Merlin Maintenance	132.48	
B & B Printing	Water Dept. Door Hangers	76.25	
Bills Tree & Landscape	Oak Tree	100.00	
Blaine Enterprises	Water Samples Shipping	137.45	
Boeselager, Steven	Travel Reimbursement	116.40	
Bruns Laundry	Uniform Repair	41.00	
Buettner Construction	Maintenance	540.00	
Business Connection	Office Supplies	27.37	
Canyon Systems	CL2 Feed System	194.89	
CCP Industries	Shop Supplies	127.64	
Chadron, City of	Employee Health Benefits	15,973.98	*
Chadron, City of	FICA through 04/19/07	3,983.00	*F
Chadron, City of	FICA through 5/3/07	4,072.56	
Chadron, City of	Payroll to 04/19/07	53,789.65	*C
Chadron, City of	Payroll to 05/03/07	54,902.36	*C
Chadron, City of	Utility Refunds	295.86	*
Chadron, City of Economic Dev.	2/07 Sales/Use Tax Collections	24,483.85	*
Chadron Express Lube	Oil Change	32.50	
Chadron Home Center	Mower & Supplies	11,960.66	
Chadron Wholesale	Cleaning Supplies	36.00	
Crews, Jerry	Settlement	30,000.00	
Culligan	Water Bottles & Dispenser	56.05	
EMC Insurance Companies	Deductible Reimbursement	1,932.95	
Enviro	Water Tests	128.00	

First National Bank of Omaha	Travel Expense	768.44	*
Galls	Police Uniforms	2,197.23	
Gould, Pat	Travel & Training	3,375.00	
Great Plains Communications	Internet Service	89.90	
Guardian, The	05/07 Dental Premium	270.90	*
Hach Company	Chlorine	146.10	
Hansen, Maruta	Janitorial Services	200.00	
Healy, Adam	Applied Utility Deposit	40.00	*
Heartland Aviation	Daily Service	3,000.00	
Hencey Plumbing	Supplies	9.75	
Henkens Equipment	Iron	66.00	
Hills Tire & Supply	Tire Repair	20.00	
Ideal Linen Supply	Janitorial Supplies	220.14	
Jack's Uniforms	Police Uniforms	83.84	
JJ's Engraving	Name Sign Insert	17.75	
Johnson Construction	Door Installation	220.00	
Kinder Morgan	04/07 Gas Service	1,965.54	*
League of Nebraska Municipalities	Street Safety Workshop Reg. Fees	80.00	*
MES	Fire Department Equipment	362.87	
Michael Todd & Company	Safety Vests	36.04	
Miskimins Motors	Car Repair	122.90	
Mumm, Eric	Applied Utility Deposit	36.66	*
Municipal Supply	Repairs	2,086.50	
Murphy Tractor & Equipment	Repairs	94.64	
Nebraska Com. On Law Enforcement	Training	130.25	*
Nebraska DAS	Long Distance Phone Service	541.18	
Nebraska HHS Laboratory	Water Tests	75.00	
Nebraska Public Power District	04/07 Electric Service	5,568.42	
Nebraskaland Tire	Tires	741.36	
Newman Traffic Signs	Signs	38.13	
Norms Carquest	Supplies & Repairs	1,109.89	
Northwest Pipe Fittings of Rapid City	Repairs	2,139.62	
Northwest Pipe Fittings of Scottsbluff	Repairs	124.16	
Northwest Rural Public Power Dist.	04/07 Electric Service	5,727.87	*
Old Dominion Brush	Sweeper Parts	912.41	
Olsson Associates	Airport Project #006-1060	4,371.26	
Panhandle Veterinary Clinic	04/07 Animal Boarding	300.00	
Petersen Drug	Supplies	26.96	
Peterson Locksmith	Locks & Keys	44.08	
Power House	Supplies	83.66	

Quality Tire	Tire Repair	37.00	
Qwest	04/07 Phone Service	970.21	*
Regional Care	05/07 Employee Health Benefits	9,140.72	*
Respond First Aid Systems	First Aid Kits	261.97	
Roberts Electric	Service Call	38.00	
Rust, Milo	CDL License Reimbursement	31.25	
Sanchez, Elizabeth	Travel Reimbursement	97.00	
Shell Fleet Plus	03/11-04/07/07 Fuel Charges	2,936.50	*
Sturdevants	Supplies	170.93	
SWANN	04/07 Collections	54,939.88	
Swesey, Vernon	Applied Utility Deposit	27.48	*
Treat America Food Service	Meals at Police Training	1,033.60	*
TTG Enterprises	Radio Link Installation	2,400.00	
US Postal Service	Postage	400.00	
US Postmaster	Postage for 05/07 Utility Bills	245.97	*
Valley Green Lawn & Garden Center	Sod	370.00	
Vantage Point Trust 401 Employee	Pension to 04/19/07	2,104.95	*C
Vantage Point Trust 401 Employee	Pension to 05/03/07	2,152.69	
Vantage Point Trust 401 Police	Pension to 04/19/07	851.55	*C
Vantage Point Trust 401 Police	Pension to 05/03/07	902.23	
Wahlstrom Ford	Car Repair	385.44	
Wal Mart	Supplies	351.56	
Westco	Oil & Gas	1,156.50	
Western Communications	Radio Maintenance	222.00	
WPCI	Drug Testing	247.50	
Xerox	Copy Machine Lease	469.36	
	<b>TOTAL</b>	<b>325,618.90</b>	

The foregoing schedule of claims is published in accordance with Nebraska Revised Statutes 19-1102.

4) Minutes for Boards and Commissions

There were no minutes to include for this meeting.

5) Proclamation for Week of the Young Child (April 22-28, 2007)

It was reported that Mayor Grantham had recently signed a proclamation declaring the week of April 22-28, 2007, as the Week of the Young Child.

6) Proclamation for National RSVP Day in Chadron (April 28, 2007)

It was also reported that Mayor Grantham had recently signed a proclamation for the Retired and Senior Volunteer Program (RSVP) to declare April 28, 2007, as National RSVP Day in Chadron.

Councilmember Chizek seconded the motion for approval of the Consent Agenda. The following Councilmembers voted Aye: Harvey, Grantham, Gamby, Douglas, Chizek. The following voted Nay: None. Motion carried.

Interim Chief of Police Margaret Keiper requested that Mayor Grantham sign a proclamation designating the week of May 13-19, 2007, as Police Week. Mayor Grantham read and signed said proclamation.

Councilmember Gamby introduced the following Resolution and moved for its adoption:

RESOLUTION NO. 2007-44

WHEREAS, the Chadron Knights of Columbus, Council #1128, Chadron, NE 69337, has applied for a Special Designated License from the Nebraska Liquor Control Commission, and the City Council finds that a Special Designated License should be approved so long as said consumption of alcohol is in accordance with and pursuant to licenses granted by the Nebraska Liquor Control Commission, now therefore:

BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF CHADRON, NEBRASKA:

1. The City Council being the governing body of the City of Chadron does hereby authorize the consumption of alcoholic liquors by adults to conduct a dinner and reception for the Chadron State College Golf Classic, between the hours of 5:00 o'clock P.M. and 12:00 Midnight on Friday, May 25, 2007, inside the entire building of the Assumption Arena located at 355 Spruce Street, Chadron, NE 69337, which building is 100 feet in length and 150 feet in width.

2. It is recommended that approval be granted for a Special Designated License to the Chadron Knights of Columbus, Council #1128, Chadron, NE 69337, to conduct a dinner and reception for the Chadron State College Golf Classic, between the hours of 5:00 o'clock P.M. and 12:00 Midnight on Friday, May 25, 2007, inside the entire building of the Assumption Arena located at 355 Spruce Street, Chadron, Nebraska, which building is 100 feet in length by 150 feet in width, pursuant to the rules and regulations of the Nebraska Liquor Control Commission and in accordance with any license issued by said Commission.

3. The City Clerk is hereby directed to send a copy of this Resolution by first class mail prepaid to the Nebraska Liquor Commission.

The foregoing Resolution having been read, Councilmember Douglas seconded the motion for its passage and adoption, and after consideration thereof, the roll was called on the passage and adoption of said Resolution and the following Councilmembers voted Aye: Harvey, Grantham, Gamby, Douglas, Chizek. The following voted Nay: None. The passage of the Resolution having been consented to by more than a majority of the members elected to the Council was declared passed and adopted this 7<sup>th</sup> day of May, 2007.

CITY OF CHADRON

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Mayor

ATTEST:

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City Clerk

(S E A L)

The time being 5:05 o'clock p.m., Mayor Grantham opened the public hearing for a Retail Class I Spirits, Wine, Beer, On Sale Only, Liquor License for the Heritage Grille, Inc. dba Heritage Grille. Jim Dickey and Jim Brodrick were in attendance to speak in favor of the request. No one else appeared to speak on behalf of the application. There being no one else present speaking in support or against said application, Mayor Grantham closed the hearing at 5:07 o'clock p.m.

Councilmember Douglas introduced the following Resolution and moved for its adoption:

RESOLUTION NO. 2007-45

WHEREAS , the application of Heritage Grille, Inc. dba Heritage Grille" was submitted to the Nebraska Liquor Control Commission as per Section 53-131 of the Liquor Control Act for the issuance of a "Retail Class I, Spirits, Wine, Beer, On Sale Only, Liquor License, to be located at 127 West Second Street, and

WHEREAS, said application was submitted to the City Council for examination and hearing in accordance with the Liquor Control Act and the Municipal Code and notice was published on April 25, 2007, and notice was given to the applicant, and hearing was held on May 7, 2007, before the City Council, of the City of Chadron, Nebraska.

NOW THEREFORE BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF CHADRON, NEBRASKA:

1. Notice of the hearing on said application was duly published and given to the applicant, and the City Council having heard all of the evidence, witnesses, and arguments presented to it, being fully advised in the premises, approves the "Retail Class I, Spirits, Wine, Beer, On Sale Only, Liquor License" application of Heritage Grille, Inc. dba Heritage Grille" located at 127 West Second Street.

2. The cost of the published notice in this matter is \$\_\_\_\_\_.

3. The City Clerk is hereby directed to send a copy of the Resolution by first class mail postage prepaid to the Nebraska Liquor Control Commission.

The foregoing Resolution having been read, Councilmember Chizek seconded the motion for its passage and adoption, and after consideration thereof, the roll was called on the passage and adoption

of said Resolution and the following Councilmembers voted Aye: Harvey, Grantham, Gamby, Douglas, Chizek. The following voted Nay: None. The passage of the Resolution having been consented to by more than a majority of the members elected to the Council was declared passed and adopted this 7<sup>st</sup> day of May, 2007.

CITY OF CHADRON

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Mayor

ATTEST:

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City Clerk

(S E A L)

Councilmember Douglas stated that he appreciated the efforts being made by Jim and Wendy Dickey in renovating a vacant building, that he was not sure if it would ever be used again.

Jennifer Hoevet from Olsson Associates, was present to speak with regard to the specifications for the procurement of equipment for the Airport Fuel System for the Chadron Municipal Airport.

Councilmember Douglas introduced the following Resolution and moved for its adoption:

RESOLUTION NO. 2007-46

BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF CHADRON, NEBRASKA:

The Contract Documents and Specifications for Procurement of the Equipment for the Chadron Airport Fuel System for the Chadron Municipal Airport, City of Chadron, Chadron, Nebraska, dated May, 2007, having been prepared by Olsson Associates by order of the Mayor and City Council, and having been reviewed by City staff, are hereby approved, and the City Clerk is hereby directed to publish Notice to Bidders, pursuant to law.

The foregoing Resolution having been read, Councilmember Gamby seconded the motion for its passage and adoption, and after consideration thereof, the roll was called on the passage and adoption of said Resolution and the following Councilmembers voted Aye: Harvey, Grantham, Gamby, Douglas, Chizek. The following voted Nay: None. The passage of the Resolution having been consented to by more than a majority of the members elected to the Council was declared passed and adopted this 7<sup>th</sup> day of May, 2007.

CITY OF CHADRON

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Mayor

ATTEST:

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City Clerk

(S E A L)

Councilmember Douglas introduced the following Resolution and moved for its adoption:

RESOLUTION NO. 2007-47

BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF CHADRON, NEBRASKA:

1. The City of Chadron having submitted a Project Application dated February 19, 2007 to the Federal Aviation Administration (FAA) for a grant of Federal funds for a project at the Chadron Municipal Airport, which Project Application having been approved by the FAA, the FAA has now submitted an offer dated April 27, 2007, for financial assistance in the form of a Grant Agreement for the project consisting of installation of Airfield Guidance Signs and identified as Project No. 3-31-0017-09-2007, the Federal share of the allowable Project costs being a maximum of \$100,000.00, the City Council does hereby accept and agrees to enter into said Grant Agreement.

2. The Mayor of the City of Chadron is hereby authorized and directed to execute said Grant Agreement on behalf of the City of Chadron, and the City Clerk is hereby authorized and directed to attest said execution.

3. Said Grant Agreement is on file in the office of the City Clerk.

The foregoing Resolution having been read, Councilmember Gamby seconded the motion for the passage of the Resolution, and after consideration, the roll was called on the passage of said Resolution and the following Councilmembers voted Aye: Harvey, Grantham, Gamby, Douglas, Chizek. The following voted Nay: None. The passage of the Resolution having been consented to by more than a majority of all the members elected to the Council was declared by the Mayor passed and adopted this 7<sup>th</sup> day of May, 2007.

CITY OF CHADRON

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Mayor

ATTEST:

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City Clerk

(S E A L)

Councilmember Douglas introduced the following Resolution and moved for its adoption:

RESOLUTION NO. 2007-48

BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF CHADRON, NEBRASKA:

The Plans and Specifications for the Armor Coating Streets Project 2007, having been prepared by Public Works Director Milo Rust by order of the Mayor and City Council, together with an estimate of the total cost of the improvements filed with the City Clerk, are hereby approved, and the City Clerk is hereby directed to publish Notice to Bidders, pursuant to law.

The foregoing Resolution having been read, Councilmember Harvey seconded the motion for the passage of the Resolution, and after consideration, the roll was called on the passage of said Resolution and the following Councilmembers voted Aye: Harvey, Grantham, Gamby, Douglas, Chizek. The following voted Nay: None. The passage of the Resolution having been consented to by more than a majority of all the members elected to the Council was declared by the Mayor passed and adopted this 7<sup>th</sup> day of May, 2007.

CITY OF CHADRON

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Mayor

ATTEST:

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City Clerk

(S E A L)

Councilmember Gamby stated that he wished to disclose that he owns the building where the dog pound is currently located, so he could possibly benefit from the passage of Ordinance No. 1297 and Resolution No. 2007-49.

Councilmember Chizek introduced Ordinance No. 1297

AN ORDINANCE to amend Articles 1 - 7, of Chapter 6, entitled Dogs and Animals of Ordinance No. 1000, being the Municipal Code of the City of Chadron, Nebraska, as amended by Ordinance Nos. 1036, 1209, 1210, 1265, and 1266; to repeal said section and all Ordinances and parts of Ordinances in conflict herewith; directing the publication of this Ordinance and prescribing the time when this Ordinance shall be in full force and effect.

The Council then considered Ordinance No. 1297 on its third and final reading by title. Councilmember Chizek moved to approve Ordinance No. 1296 on its second reading. Seconded by Councilmember Douglas. The following Councilmembers voted Aye: Harvey, Grantham, Gamby, Douglas, Chizek. The following voted Nay: None. Ordinance No. 1297 was approved on its third and final reading.

Councilmember Chizek introduced the following Resolution and moved for its adoption:

RESOLUTION NO. 2007-49

BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF CHADRON, NEBRASKA:

That impoundment fees and boarding charges for animals be established and set as follows:

The owner reclaiming an impounded, licensed animal shall pay a fee of \$25.00 in addition to a \$6.00 per day boarding charge for each day the animal has been impounded. In the event such animal is unlicensed, the owner shall pay the proper license fee and show proof of a current rabies shot, and, if unable to show such proof, the animal shall receive a rabies shot before being removed from impoundment, and each time such animal is impounded thereafter, the owner shall be required to pay the following fees, in addition to the \$6.00 per day boarding charge:

- (1) For the second time, a fee of \$50.00, in addition to the boarding fee;
- (2) For the third time, a fee of \$75.00, in addition to the boarding fee;
- (3) For the fourth time, a fee of \$100.00, in addition to the boarding fee;
- (4) And thereafter, should the same animal be impounded at any time, the fee shall remain \$100.00 each time, in addition to the boarding fee.

The foregoing Resolution having been read, Councilmember Douglas seconded the motion for its passage and adoption, and after consideration thereof, the roll was called on the passage and adoption of said Resolution and the following Councilmembers voted Aye: Harvey, Grantham, Douglas, Chizek. The following voted Nay: None. Abstaining: Gamby. The passage of the Resolution having been consented to by more than a majority of the members elected to the Council was declared passed and adopted this 7<sup>th</sup> day of May, 2007.

CITY OF CHADRON

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Mayor

ATTEST:

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City Clerk

(S E A L)

Councilmember Chizek introduced the following Resolution and moved for its adoption:

RESOLUTION NO. 2007-50

BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF CHADRON, NEBRASKA:

1. The Mayor and City Council having reviewed the terms and conditions of a Lease Agreement for Use of Municipal Property between the City of Chadron, Nebraska and Keep Chadron Beautiful, which Agreement is written for the purpose of delineating responsibilities and rights in conjunction with the operation and placement of the Keep Chadron Beautiful's "Golden Goat" aluminum can recycling equipment, to be located on municipal property further described as the Southeast corner of Lot 4, Block 11, Original Town, City of Chadron, Dawes County, Nebraska, do hereby approve the same and finds and determines that it is in the best interest of the City to enter into said Agreement.

2. The Mayor of the City of Chadron is hereby authorized and directed to execute said Lease Agreement on behalf of the City of Chadron, and the City Clerk is hereby authorized and directed to attest said execution.

The foregoing Resolution having been read, Councilmember Douglas seconded the motion for its passage and adoption, and after consideration thereof, the roll was called on the passage and adoption of said Resolution and the following Councilmembers voted Aye: Harvey, Grantham, Gamby, Douglas, Chizek.. The following voted Nay: None. The passage of the Resolution having been consented to by more than a majority of the members elected to the Council was declared passed and adopted this 7<sup>th</sup> day of May, 2007.

CITY OF CHADRON

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Mayor

ATTEST:

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City Clerk

(S E A L)

City Manager Sandy Powell presented the proposed employee salary schedule for the 2006-2007 fiscal year. The salaries for City employees have been on hold since October 1, 2006, pending the hiring of a new City Manager. The City Manager advised that she had reviewed the schedule along with the comparability study that had been completed, and that the schedule appeared to be in line with the study. City Manager Powell reported that she had met with each of the Councilmembers one on one to explain her proposal for salaries. The proposal was also shared with the Department Heads and the employees at a Chadron City Employees' Association (CCEA) meeting. It was noted that the Council had previously agreed that any salary adjustments would be retroactive to October 1, 2006.

Councilmember Douglas moved to adopt the salary schedule for the 2006-2007 fiscal year as presented. Seconded by Councilmember Chizek. The following Councilmembers voted Aye: Harvey, Grantham, Gamby, Douglas, Chizek. The following voted Nay: None. Motion carried.

Councilmember Douglas moved to adjust the salaries for City employees in accordance with the FY 2006-07 employee salary schedule and that the adjustments be retroactive to October 1, 2006.

Seconded by Councilmember Chizek. The following Councilmembers voted Aye: Harvey, Grantham, Gamby, Douglas, Chizek. The following voted Nay: None. Motion carried.

City Manager Powell requested that the salaries for the employees be adjusted one step for the 2006-2007 fiscal year, based on a satisfactory performance. This would affect all employees with the exception of those employees that already received a step increase. The affected Library employees received their step increase on October 1, 2006, as a result of direction by the Library Board. It was suggested that the motion regarding the performance review increase be specific, so that it is not inferred that the affected employees would once again receive a one-step increase.

Councilmember Gamby moved to approve a one (1) step merit or performance review increase, for those employees that have not received a merit increase for the 2006-2007 fiscal year, and that the increase be retroactive to October 1, 2006. Seconded by Councilmember Douglas. The following Councilmembers voted Aye: Harvey, Grantham, Gamby, Douglas, Chizek. The following voted Nay: None. Motion carried.

City Manager Powell stated that in accordance with Employment Agreement, her job performance is to be evaluated after six months of employment and at least once annually thereafter in advance of the adoption of the annual budget. The evaluation form, criteria, and format is to be mutually agreed upon by the City Manager and the City Council. City Manager Powell advised that she used the web-site from the International City Managers' Association to obtain an evaluation form to use in customizing the same for use in Chadron. The proposed Performance Evaluation form was reviewed by the Council.

Councilmember Douglas moved to approve the Performance Evaluation form for the City Manager position as presented. Seconded by Councilmember Chizek. The following Councilmembers voted Aye: Harvey, Grantham, Gamby, Douglas, Chizek. The following voted Nay: None. Motion carried.

Department reports were presented by Interim Chief of Police Margaret Keiper, Street Superintendent Terry Birnbaum and Zoning/Building Official Janet Johnson.

City Manager Sandy Powell reported on the following activities and items of interest:

- 1) A letter of support was written with regard to Mobius being made available in the Panhandle of Nebraska, due to the benefits that the service can provide in the area.
- 2) Met with Doug Leafgreen, representative of Regional Care, regarding a employment benefit plan for saving pre-taxed dollars, for use other than medical.
- 3) Met with Senator Loudon regarding the lodging tax.
- 4) Met with NRD regarding the budget for the next fiscal year to address high water users and future growth of the area.
- 5) Met with Father Ed Courtney regarding the interest shown in the membership of the Catholic Church in turning over the arena to the City of Chadron.
- 6) Prepared and distributed copies of the Request for Proposal form to local and area attorneys. Proposals to be received through May 18, 2007.
- 7) Will be meeting with the Civil Service Commission to start the process for hiring a Chief of Police.
- 8) Met with the Chadron City Employees' Association regarding the proposed salary adjustments.



## SPECIAL CITY COUNCIL MEETING

NO. 2007-13

MAY 14, 2007

The Mayor and City Council of the City of Chadron, Nebraska met in special session in the City Hall Council Chambers at 234 Main Street on the 14<sup>th</sup> day of May, 2007, at 5:00 o'clock P.M. The following individuals were present: Mayor Donny Grantham, Vice Mayor John Gamby, Councilmembers Mark Douglas, John Chizek, and Rob Harvey, City Manager Sandra Powell, City Clerk Donna Rust, Interim Chief of Police Margaret Keiper, Public Works Director Milo Rust, Zoning/Building Official Janet Johnson, and Library Director Scott Kinney. Absent: Interim City Attorney Megan Failla and Finance Officer Melany Hughes.

Notice of the meeting was given in advance thereof by publishing notice in The Chadron Record as shown by the affidavit of publication filed in the City Clerk's office. Notice of the meeting was simultaneously given to the Mayor and all members of the City Council and a copy of their acknowledgment of receipt of notice and the agenda is attached to the minutes and is filed in the City Clerk's office. Availability of the agenda was communicated in the advance notice and in the notice of the Mayor and City Council of this meeting. All proceedings hereafter shown were taken while the convened meeting was open to the attendance of the public.

Mayor Grantham called the meeting to order and declared a quorum present. The Mayor also read the following before continuing with the meeting: "As required by Section 84-1412, subsection of the Nebraska Statutes, notice is hereby given that a copy of the Open Meetings Act is posted for your examination on the wall inside the door to these City Council Chambers."

An orientation and training session was held for the City Council. The session included the following items:

- I. Parameters Which Cities Operate Within
  - a. Dillon's Rule
  - b. Municipal Classification System
  - c. Other Parameters
  - d. Forms of Municipal Government
- II. The Basic Mechanics
  - a. Open Meetings Act
  - b. Closed Sessions
  - c. Agendas
  - d. Ordinances, Resolutions, Motions
  - e. Budget
  - f. Audits/Management's Discussion and Analysis
  - g. Public Records
  - h. Conflict of Interest
- III. Goal Setting
  - a. Council Action Plan
  - b. Budget
  - c. Comprehensive Plan
- IV. Your City Team & Their Functions
  - a. Exempt vs. Non-Exempt

- b. Contracted Staff (Attorney, Engineer, Auditor, Fiscal Agent, Fixed Base Operator or FBO, Airport Operations Supervisor)
- c. Branches
  - 1. Administrative - eg. Clerk, Finance, Accounts Payable, Utility Service, Personnel, Receptionist, IT (City Clerk Donna Rust)
  - 2. Public Works - eg. Building, Water, Sanitary Sewer, Parks, Cemetery, Planning and Zoning, Airport (Public Works Director Milo Rust)
  - 3. Emergency Services - eg. Police, Fire, Animal Control, Rescue Unit, Emergency Dispatch (Interim Chief of Police Margaret Keiper)
- d. Library (Library Director Scott Kinney)
- e. Boards/Committees and the City's Role

Councilmember Harvey moved to adjourn the meeting at 7:16 o'clock P.M. Seconded by Councilmember Douglas. The following Councilmembers voted Aye: Harvey, Grantham, Gamby, Douglas, Chizek. The following voted Nay: None. Motion carried.

CITY OF CHADRON

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Mayor

ATTEST:

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City Clerk

(S E A L)

STATE OF NEBRASKA     )  
   )  
 County of Dawes         ) ss  
   )  
 City of Chadron         )

I, the undersigned City Clerk for the City of Chadron, Nebraska, hereby certify that all of the subjects included in the attached proceedings were contained in the agenda for the special meeting of May 14, 2007 kept continually current and available for public inspection at the office of the City Clerk; that such subjects were contained in said agenda for at least twenty-four hours prior to said meeting; that the said minutes of the City Council of the City of Chadron were in written form and available for public inspection within ten working days and prior to the next convened meeting of said body.

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City Clerk

(S E A L)

